

June 2008 Classes

OS X.4 Tiger – Beginning Mac

This class is designed to help users upgrading to Mac OS X get acquainted with the operating system.

Tuesday, June 10 10am-12noon
1 session Fee: \$30

OS X.4 Tiger- Intermediate Mac

This is a great next step if you have taken the beginning Mac OS X class. Learn utilities, network & preferences settings.

Tuesday, June 10 1:00-3:00pm
1 session Fee: \$30

NEW OSX.5 Leopard –

Get Acquainted

This class is designed to help users new to the Mac or wanting to upgrade to the new OS X version...get acquainted with the new operating system and its new features.

Thursday, June 19 10am-12noon
1 session Fee: \$30

OR CHOOSE

Friday, June 27 10:00-12noon
1 session Fee: \$30

iPhoto (Version 6) – Mac only

We will learn all the features of iPhoto. Learn how to edit photos and send them via email, etc.

Tuesday, June 24 10:00-12noon
1 session Fee: \$30

NEW! iPhoto (Version 8) – Mac only

The new improved version of iPhoto and the iLife Suite was released a few weeks ago. Learn about the new features.

Tuesday, June 17 10:00-12noon
1 session Fee: \$30

NEW! iPhone –Mac or PC

Learn the basics of how to import, organize, and use your new iPhone! Class is open to those who are thinking of buying one.

Tuesday, June 17 1:00-3:00pm
1 session Fee: \$30

NEW! iPhoto Create Gift Books - Mac

Learn how to make a photo book using iPhoto and your pictures. Basic iPhoto class is pre-req. Handouts included.

Tuesday, June 24 1:00-3:00pm
1 session Fee: \$30

NEW! Microsoft Office Suite 2008- MAC ONLY Version

The Office Suite has been updated for Mac users, so take advantage by learning all the new features and the benefits of updating.

Wednesday, June 25 10:00-12noon
1 session Fee: \$30

NEW! Microsoft Office Suite 2007-PC

The Office Suite has been updated for PC users, so take advantage by learning all the new features and the benefits of updating.

Wednesday, June 11 1:00-3:00pm
1 session Fee: \$30

Safari/Firefox (Internet Browsers) Mac only

Learn all the new features of Safari and Firefox, an excellent class for those who have used Internet Explorer or AOL and need to start using Safari or Firefox in OS X.

Thursday, June 12 10:00-12noon
1 session Fee: \$30

NEW! Basic Excel – Mac/PC

Learn the basics of how to use, organize, and edit using the number one spreadsheet program by Microsoft. Handouts included.

Thursday, June 12 1:00-3:00pm
1 session Fee: \$30

NEW! Learn to Back-up Data-Mac/PC

Learn to backup essential data from your computer onto CDs, DVDs and flash drives. Handouts included for OSX.4 Tiger edition.

Wednesday, June 25 1:00-3:00pm
1 session Fee: \$30

Dashboard - OS X Mac only

Dashboard is home for widgets (mini-apps) that provide fast access to info, like weather, stocks, flight info, movie trailers and more!

Friday, June 20 10:00-12noon
1 session Fee: \$30

Digital Photo & Email – Mac/PC

Learn to send photos via email. You will be introduced to online digital photo processing and sending photos via hotmail,gmail,yahoo.

Wednesday, June 18 1:00-3:00pm
1 session Fee: \$30

How to Maintain a Laptop - Mac/PC

Do you have a new Apple or PC laptop and you need to know how to take care of it...this class is for you! Included is a discussion and demo of wireless and Bluetooth accessories available.

Friday, June 20 **1:00-3:00pm**
1 session **Fee: \$30**

NEW iPhoto – Create a Slideshow

Learn the basics of how to import, organize and edit a slideshow using the iPhoto program by Apple. Handouts included.

Thursday, June 26 **10:00-12noon**
1 session **Fee: \$30**

NEW! Webmail - Mac/PC

Set-up a free web-based email accts like hotmail, yahoo mail or gmail in class and learn how to use it and its advantages.

Thursday, June 19 **1:00-3:00pm**
1 session **Fee: \$30**

NEW! Windows Vista /PC only by appointment only

**Please contact Diana via email for a private lesson. At this time, the training lab will not be upgrading to Vista. I will have handouts for you and book recommendation during the lesson.

About the Instructor: *Diana Mati*

Diana, a former nurse, is a technology consultant with 20 years of experience in instructional and technical support in both Mac and PC environments. Specialty is in working with the mature adult community and special needs individuals.

****NEW INSTRUCTIONS FOR REGISTRATION****

Reply back to the class schedule email with your name, phone number and class that you would like to take to cietraining@hevanet.com

All classes are 2 hours long and are scheduled from 10-12 or 1-3pm. Once I know how many students are interested in a particular class... I will email back a confirmation to those who would like to attend that class.

Payment is due at the beginning of the first class (cash or check please)

**If you must cancel, please give as much notice as possible so another student can take your spot.

DIRECTIONS TO TRAINING CENTER:

From Interstate 5, take the **CARMEN DR/KING CITY EXIT 291** towards King City. Take a **left** into Oregon Business Park II at the traffic light marked Sequoia Pkwy. Training center is located in the back of office park **within MacShop NW** suite.

*****PLEASE NOTE*****

The computer lab is wireless and has both Mac and PC laptops available. If you have your own laptop you are encouraged to bring it.

June 2008 Classes



"computers in education"

Diana B. Mati

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Oregon Business Park II

*Training center located within
MacShop NW

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Lake Oswego, OR 97035